

**CEMETERY BOARD
MEETING MINUTES
March 12, 2013**

PRESENT: Ed Greenfield (by phone); Francis Groh; Mary Lehman (via Go-to Meeting); and Clyde Rupnow

EXCUSED: Kathleen Cantu

STAFF PRESENT: Tom Wightman, Executive Director; David Carlson, Communications Specialist; and other Department Staff for portions of the meeting

CALL TO ORDER

Ed Greenfield called the meeting to order at 9:30 a.m. A quorum of four (4) members was present.

APPROVAL OF AGENDA

MOTION: Clyde Rupnow moved, seconded by Francis Groh, to approve the Agenda. Motion carried unanimously.

APPROVAL OF MINUTES OF NOVEMBER 20, 2012

MOTION: Francis Groh moved, seconded by Mary Lehman, to approve the Minutes of November 20, 2012 as published. Motion carried unanimously.

**ELECTION OF OFFICERS FOR 2013
CHAIR**

NOMINATION: Ed Greenfield nominated Clyde Rupnow for the office of Board Chair. Tom Wightman called three times for other nominations for the office of Board Chair.

VICE CHAIR

NOMINATION: Clyde Rupnow nominated Francis Groh for the office of Board Vice Chair. Tom Wightman called three times for other nominations for the office of Board Vice Chair.

SECRETARY

NOMINATION: Francis Groh nominated Mary Lehman for the office of Board Secretary. Tom Wightman called three times for other nominations for the office of Board Secretary.

MOTION: Francis Groh moved, seconded by Ed Greenfield, to approve the election of the slate of officers as nominated. Motion carried unanimously.

2013 ELECTION RESULTS

Chair	Clyde Rupnow
Vice Chair	Francis Groh
Secretary	Mary Lehman

LIAISON APPOINTMENTS

MOTION: Francis Groh moved, seconded by Mary Lehman, to acknowledge the following appointments of liaisons by the Chair. Motion carried unanimously.

2013 LIAISON APPOINTMENTS	
Credentialing	Ed Greenfield, (Clyde Rupnow)
Conveyance/Sales	Mary Lehman, (Francis Groh)
Screening	Mary Lehman, Francis Groh (Clyde Rupnow)
Trustee Approval	Kathleen Cantu
Monitoring	Ed Greenfield, (Clyde Rupnow)
Legislative	Clyde Rupnow

CONVENE TO CLOSED SESSION

MOTION: Francis Groh moved, seconded by Clyde Rupnow, to convene in closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.); to consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats.), to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s. 19.85(1)(g), Stats.) Roll Call Vote: Roll Call Vote: Ed Greenfield-yes; Francis Groh-yes; Mary Lehman-yes; Clyde Rupnow-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:12 a.m.

RECONVENE TO OPEN SESSION

MOTION: Clyde Rupnow moved, seconded by Greenfield, to reconvene in open session. Motion carried unanimously.

The Board reconvened into open session at 10:28 a.m.

VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION

CASE CLOSINGS

MOTION: Francis Groh moved, seconded by Clyde Rupnow, to affirm the following votes which were taken in closed session. Motion carried unanimously.

MOTION: Francis Groh moved, seconded by Clyde Rupnow to close the following case according to the recommendations by the Division of Legal Services and Compliance:
10 RLC 002 (Prosecutorial discretion; compliance gained)
Motion carried unanimously.

MOTION: Francis Groh moved, seconded by Ed Greenfield to close the following case according to the recommendations by the Division of Legal Services and Compliance:
10 RLC 006 (Prosecutorial discretion; compliance gained)
Motion carried unanimously.

ADJOURNMENT

MOTION: Clyde Rupnow moved, seconded by Mary Lehman, to adjourn the meeting at 10:31 a.m. Motion carried unanimously.

NEXT MEETING: June 18, 2013